

**CITY OF BARABOO  
POLICE AND FIRE COMMISSION  
MEETING MINUTES**

**MINUTES FOR: Regular Meeting on June 20, 2022.**

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (C205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on June 16, 2022.

Roll call found Commissioners Getschmann, Kluge, Kujak and Viney were in attendance. Others present during the meeting were Police Chief Sinden and Fire Chief Kevin Stieve.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the Agenda be approved. Viney made a Motion to approve the Agenda; Getschmann offered a second, motion carried 4-0.

Kujak made a request to have the Minutes from May 16 be approved. Getschmann made a Motion to approve the Minutes; Viney offered a second, motion carried 4-0.

There were no citizens present to speak under 'Public Comments'.

Under ACTION ITEMS:

- The PFC President did oversee the annual elections for PFC President and PFC Secretary positions, where the newly elected Officers would take office at the July meeting.
  1. Kujak called for nominations for the office of President of the PFC. Getschmann made a nomination of Paul Kujak to the position of PFC President; Viney offered a second. There were no further nominations for the position of President, and Kujak called for a vote where the results were 3-0 (with Kujak abstaining). Kujak was elected for the 2022-2023 term as President.
  2. Kujak called for nominations for the office of Secretary of the PFC. Kujak made a nomination of Dennis Kluge to the position of PFC Secretary; Getschmann offered a second. There were no further nominations for the position of PFC Secretary, and Kujak called for a vote where the results were 3-0 (with Kluge abstaining). Kluge was elected for the 2022-2023 term as Secretary.
- Kujak called for discussion on Fire Policy 1002 (Promotions & Transfers). It had been determined that in a prior meeting that the Fire Chief had presented the Policy for discussion & review where he wished the 'draft' document be temporarily adopted for immediate use, although understood that it was yet a working draft to see changes by the next meeting at which time it would come back for full adoption. He needed to use the 'draft' form to make some immediate promotion(s), and would be bringing back a revised 'draft' document again for final PFC adoption. Chief Stieve further explained that this is now the completed Policy, of which he is presenting for the PFC's action. There was minimal question and Kujak then requested a motion to adopt as newly presented (06-20-2022). Viney offered a motion to approve, Getschmann offered a second. Motion approved 4-0.
- Chief Stieve presented a letter and made a request to decertify any and all prior Baraboo Paid-on-Call Fire Captain eligibility lists, and certify a new Baraboo Paid-on-Call Fire Captain eligibility list, as presented to the PFC for approval. That document presents the names of Fire Fighters Logan LaMasney, Jeromy Shipper and Jake Thompson for consideration. Commissioners had some discussion with the Chief as to if there were other internal candidates or not. He indicated that there were, however these three are his best choice of all internal candidates. Kujak requested a motion

**CITY OF BARABOO  
POLICE AND FIRE COMMISSION  
MEETING MINUTES**

where Getschmann made a motion to approve; Kujak offered a second. Motion was approved 4-0.

Under INFORMATION ITEMS:

- Chief Sinden did not provide a formal 'Police Monthly Report' this month, however offered discussion on recent crime trends (3.5% reduction) in the City, as well as discussion on the Department's K-9 Program and the capabilities of the current K-9.
- Chief Stieve did not provide a formal 'Fire Monthly Report' this month, however did offer discussion on two recent resignations (Michael Weinke & Aaron Diers) from the Department. Chief Stieve noted that he has been speaking with Atty Zach recently regarding future PFC policies.
- Kujak provided an update as to what he has learned about the filling of the PFC vacancy (due to Commissioner Madalon's recent passing). He learned that there are at least two current names being considered by the Mayor for the filling of that vacancy. The Mayor anticipates filling that seat at the June 28<sup>th</sup> Council Meeting. It was also understood that the 'Police Chief Job Description' needed by the PFC, should be presented to us prior by July 12<sup>th</sup> at the latest.

Under COMMUNICATIONS:

A 'Thank-You' note was read from the family of former Commissioner Bob Madalon.

Kujak made a request for an ADJOURNMENT:

Getschmann offered a Motion for adjournment; Viney offered a second and the Motion carried 4-0.

Respectfully submitted,



Dennis Kluge, Secretary

Approved by PFC on July 18, 2022

*Cc: City Clerk*